

August 1986

MEMO TO DESIGNERS 1-40

Processing Standard Plans and Bridge
Standard Detail Sheets

This memo outlines the use of Standard Plans and Bridge Standard Detail Sheets.

DEFINITIONS

Standard Plans are those standards which are printed in book form by Office Engineers for use as a contract document. These include the Bridge Standard plans or "B" sheets and the various other Standard Plans for which the Office of Structure Design is responsible and which are signed by the Chief of this office.

Bridge Standard Detail Sheets are those standards which are inserted by the Design Section into the contract plans as detail sheets. These standards are published to avoid repetition of design and detailing because of technical complexity, common occurrence, or need for standardization. The Office of Structure Design is responsible for these sheets. These standards are published and placed in the Bridge Design Details Manual.

NEW STANDARDS

A new standard plan or detail sheet may be initiated by anyone, but must be approved by the responsible Senior before detailed drafting is undertaken. A drawing should be submitted to the Technical Support Unit for processing and coordination. The proposal will then be printed and circulated by Technical Support Unit for comment by all interested parties. The comments will be collected and routed to the responsible Senior Engineer for coordination and resolution. The final copy will then be processed as a new Standard Plan or Bridge Standard Detail Sheet.

REVISING STANDARD PLAN

When a Standard Plan requires updating, the responsible Senior Engineer shall review the proposed change with the appropriate technical committee and the Specifications Development Engineer as necessary to coordinate any standard specification changes. The Senior Engineer then will obtain a diazo print of the sheet and mark any corrections in red and route it to the Technical Support Unit for processing. When the original has been corrected and approved, the Technical Support Unit will coordinate the distribution of the change with the Office of Office Engineer as an official Standard Plans Change Letter. For additional information, see Bridge Design Details, page 1-70.

Replaces Memo to
Designers 1-40, dated
November 1985.

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FHWA APPROVAL OF NEW & REVISED STANDARD PLANS

FHWA approval is required for both new and revised standard plans. This approval is to be obtained by the Technical Support Unit prior to submittal of the original drawing to the Design Supervisors.

REVISING BRIDGE STANDARD DETAIL SHEET

A revised Bridge Standard Detail sheet will be processed the same as a Standard plan, except, upon final correction of the original, the sheet will be available immediately for full size duplicate copy. The revised sheet will be inserted into Bridge Design Details manual as soon as practical. For additional information, see Bridge Design Details 1-76.

FILING OF STANDARDS CHECK PRINTS AND CALCULATIONS

All drafts and check prints of new or revised standards shall be returned to Technical Support Unit for placement into the Historical Files. The filing of Standard Plan and design calculations is covered in Memo to Designers 1-6.



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